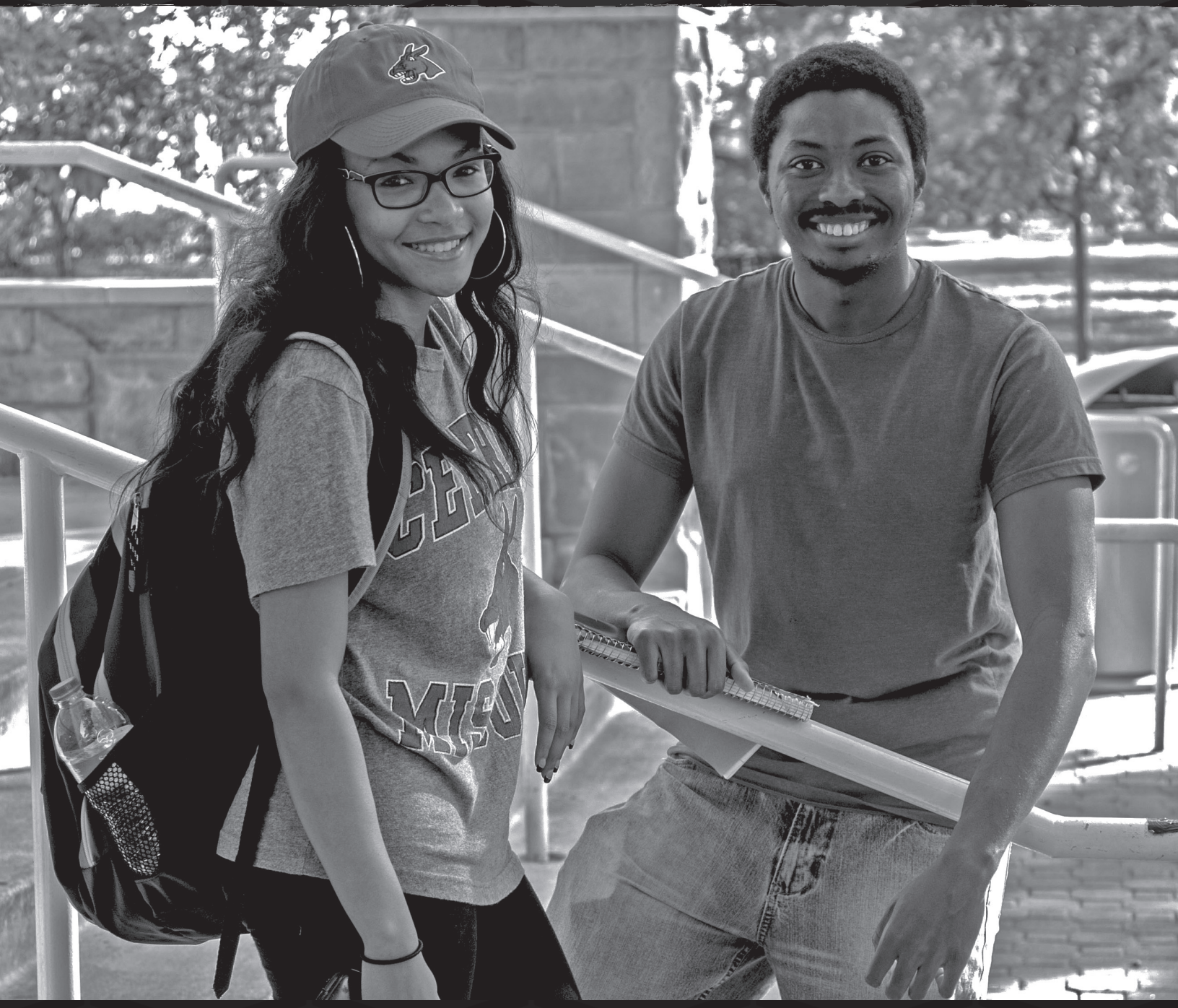
TRANSFER AND NEW ADULT ORIENTATION
HANDBOOK
2015-2016



UNIVERSITY OF CENTRAL MISSOURI®

LEARNING TO A GREATER DEGREE

ucmo.edu/advising

ORIENTATION **CHECKLIST**

- ☐ View the undergraduate catalog at **ucmo.edu/catalog**.
- ☐ Get your student ID card.*

  Elliott Student Union 207A
  8 a.m.-5 p.m. Monday–Friday

  You must have a printed copy of your schedule, your 700 number and a photo ID.
- ☐ Set up your email and network ID 24 hours after you enroll by selecting "Network Password Change" at **mycentral.ucmo.edu**.
- ☐ Get a parking pass (optional).

  You can get one directly at Public Safety or visit **ucmo.edu/ps/parking.**
- ☐ Pick up your textbooks.

  Elliott Student Union lower level

  You can view selected books and distribution dates at **ucmbookstore.com**.
- ☐ Send your official final transcripts to the Office of Admissions by Oct. 1 for fall, Feb. 1 for spring.
- ☐ Complete and return UCM's required immunization form and your immunization records to the University Health Center.

  For more immunization information, visit **ucmo.edu/immunpolicy**.
- ☐ Complete Haven or AlcoholEdu in MyCentral. For more information, visit **ucmo.edu/vsap**.
- ☐ Take the General Education Assessment exam. You must take the test the semester after earning 45 credit hours at any institution. Education students take the Missouri General Education Assessment exam.

  Check the test dates at **ucmo.edu/testingservices**.
- ☐ View your bill and pay your fees through MyCentral at **mycentral.ucmo.edu**.
- ☐ _____
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- ☐ _____
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ACADEMIC ADVISING is an essential part of your success at UCM. At least once each semester, you should meet with your academic advisor to discuss your progress toward your degree and course selection for the next semester.

The advising system at UCM includes both professional advisors as well as departmental advisors. Departmental advisors assist you in selecting major and minor electives, determining transfer equivalencies for major and minor coursework, and making appropriate substitutions.

Class enrollment for summer and fall semesters begins in March, and spring semester enrollment begins in October. At UCM, the date you may enroll in classes is based on the number of credit hours you have earned (does not include in-progress work). You can access the enrollment dates at **ucmo.edu/enroll**.

For more information about advising, visit **ucmo.edu/advising**.

Connect with us:

/UCentralMO

CENTRAL **DEGREE AUDIT**

A central degree audit gives you a complete picture regarding what degree requirements have been met, are in progress and are remaining. It is a quick look that can be used to check your progress in your degree program. It also serves as a personalized academic planning tool for students and their advisors.

Gain access to your central degree audit via your MyCentral account. Once logged in, select the "Student Services" tab, "UCM Student Records" and then "Central Degree." Click the "DegreeWorks" button.

A new window will open (outside of MyCentral), and your current central degree audit will show on the screen. Central degree defaults to the "Student View." You may also choose to show only uncompleted requirements by selecting "Registration Checklist" and selecting the "View" button.

You may choose to save the Student View or the Registration Checklist as a pdf (change the file format to ".pdf" then save the document). It is recommended that students run and save a copy of their central degree audit prior to enrolling in classes and then again after processing enrollment. You are encouraged to keep electronic copies of your central degree audits for your permanent academic files.

For questions regarding your central degree audit, contact the Registrar's Office at 660-543-4914 or **registrar@ucmo.edu.**

ARTICULATION

Articulation is the process of determining how a course from another institution should apply at UCM. Many classes from other schools are already articulated and show up on the degree audit as their UCM equivalents.

To articulate a course that is not currently articulated, a course description is typically sufficient to make a determination. The following areas will require syllabi to make articulation decisions: biology, earth science, chemistry, sociology, communication, and educational foundations and literacy.

To begin the articulation process, complete the request form at **ucmo.edu/articulation**. A representative from the Office of Admissions will coordinate the process and communicate all final decisions to you.

If you have served or are serving in the U.S. Armed Forces, and would like to have your military education evaluated for credit, please contact the Assistant Director of Student Services in the Office of Extended Studies at 660-543-8351.

MYCENTRAL **STUDENT ENROLLMENT**

1. Login to MyCentral. Note: Click on "Login to MyCentral" to login, or go to **mycentral.ucmo.edu**.
2. Choose "Student Services."
3. Click "Look-up Classes to Add."
4. Select "Term."
5. Click "Submit."
6. Choose "Advanced Search."
7. Make appropriate selections.
8. Click "Class Search."
9. Select course you wish to enroll in. Note: C indicates a closed course.
10. Click "Submit."
11. Repeat steps six through nine as appropriate.

ENROLLMENT **TIPS**

Here are some important tips to keep in mind when you are planning your enrollment:

1. Full-time enrollment for an undergraduate student is 12 or more credit hours during the fall and spring semesters. During the summer session, a student enrolled in nine credit hours is considered full time academically. For financial aid purposes, 12 credit hours is considered full time.
2. Make sure you meet the prerequisites for a course before you attempt to enroll. You can see the prerequisites on MyCentral under "Search for Courses." Also check the catalog listing for your degree program, and talk to your advisor to be sure you are enrolling in appropriate courses.
3. Check with your departmental advisor to find out when the courses you need for your degree will be offered. Some courses are offered only once per year, and some are offered every other year.

ADDING AND DROPPING **COURSES**

Once the semester begins, any changes in your schedule should be made during the drop/add period, which is the first five days of class of the semester. It is better to make any necessary changes before class begins, but if you are not able to do that, make sure you make the changes before the drop/add period is complete. (Please note that the drop/add period is different for summer sessions and for courses on variant schedules.)

You can receive a 50-percent refund in instructional fees if you drop courses during the second week of the semester, or a 25-percent refund if you drop during the third week. There is no refund for dropping classes after the third week. It's your responsibility to make sure that you have dropped any courses you meant to drop or you have added any courses you meant to add. If you do not drop a course and then fail to attend, you will get an "F" grade for that class. You can always check your schedule through MyCentral.

15-TO-FINISH SCHOLARSHIP

Transfer students may qualify for the 15-to-Finish Scholarship of $500 during their final semester of undergraduate studies if eligibility requirements are met. Please speak to your advisor for eligibility details.

HOW TO USE **THE WAITLIST**

THINGS TO KNOW ABOUT THE WAITLIST:

- If there is an open section of the same course, it is generally better to go with the sure bet (the open class) than to hope for enrollment in the waitlisted section.
- You cannot be enrolled in one section of a class and waitlist a different section of the same class.
- If you waitlist a class that is at the same time as a course in which you are enrolled, you will not be put into the waitlisted class.
- Prerequisite rules apply to waitlisted courses. The waitlist will not put you into a course for which you do not meet the prerequisites.
- Keep track of your waitlisted classes. If you are enrolled into a class from the waitlist, you are responsible for paying for the class.
- First come, first served.
- Active through last day of add/drop.
- Enrolling in too many credit hours may not allow you to enroll in a class.

HOW TO ADD YOURSELF TO A WAITLIST:

- If you want to be added to a waitlist for a course that is closed, you first need to make sure that the course is available to waitlist. The columns "WL Cap, WL Act and WL Rem" show the capacity, actual enrollment and remaining seats on a waitlist. If the "WL Rem" is greater than zero, you can add yourself to the waitlist. If the "WL Cap" is zero, the course does not offer a waitlist.
- If there are seats available on a waitlist, write down the five-digit Course Reference Number for the course. Click on the "Add to Worksheet" button at the bottom of the page, then type in the CRN for the closed class and click on "Submit Changes."
- The next screen will show that the class is CLOSED – WAITLISTED (or OPEN – WAITLISTED if someone has dropped the class, but their seat is being held for the first person on the waitlist).
- Click on "Submit Changes" again, and you will be added to the waitlist. Your list of classes on the registration screen will show either REGISTERED or WAITLISTED.
- Print a copy of the "add/drop" screen to keep track of your waitlisted courses and a copy of your "student detail schedule" for current course enrollment.
- Check your campus email account regularly for notification of waitlist activity. Enrollment from the waitlist is not automatic, but updated nightly. When someone drops the full class, their seat will appear to be open on the class search screens. However, that seat is really being saved for the first person on the waitlist.

SCHEDULE **PLANNER**

Schedule Planner is a software application that allows you to quickly and easily plan your optimal class schedules. You can use Schedule Planner to see all possible combinations of schedules that are available based on the specific courses and break times (work, athletic practice, etc.) that are chosen.

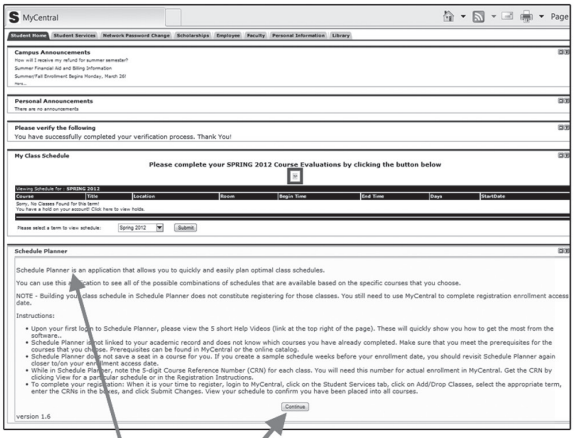
You may begin planning schedules as soon as the course offerings are available in MyCentral. Fall course offerings are available in late-January, spring course offerings are available in mid-September, and summer course offerings are available in mid-December.

Use of Schedule Planner is optional. Planning a class schedule in Schedule Planner does not constitute registering for classes. You will still use MyCentral to complete registration on your enrollment access date.

How to Use the New Schedule Planner

1. Visit UCM Homepage and Click "MyCentral" Link.

1. Click "MyCentral" link.



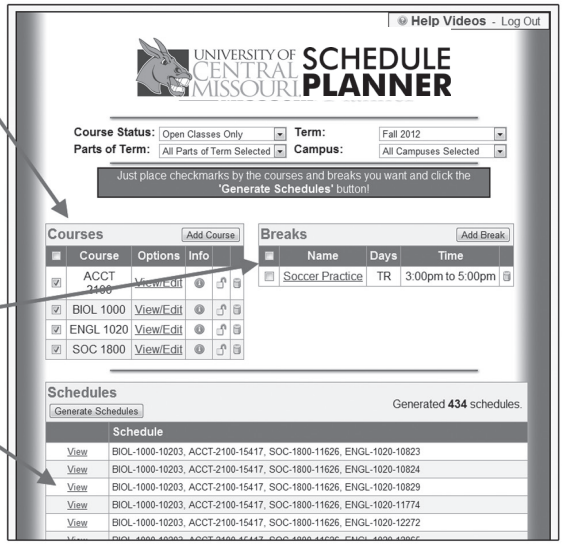
2. Go to "Schedule Planner", and click "Continue".

2 Follow the directions to plan schedules.

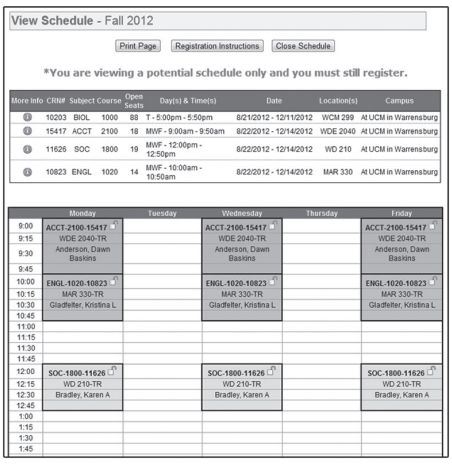
1. Add courses to take next term.

2. Add breaks to block off times for no class.

3. Click "view" to view schedules.



4. When you've found a schedule you like, click "Registration Instructions" to get the CRNs for registration!



STUDENT ENROLLMENT **VALIDATION**

Each fall and spring semester, the university validates student enrollment with the Enrollment Validation Policy. Watch for information in your UCM email account before the beginning of spring semester and during the first two weeks of classes. Updated information will also be posted at **ucmo.edu/validation**.

BLACKBOARD ONLINE **COURSE MANAGEMENT**

Blackboard is a course management system that provides round-the-clock access to course content, communication and assessment tools at Central Missouri. The following directions will help you get started. Blackboard courses are available the first day of class by noon.

Important: If you drop a class in MyCentral, it will not automatically be dropped in Blackboard. Blackboard is not the official enrollment listing. Your official enrollment is available through MyCentral.

1. Verify that your browser and version are supported by browsing to **courses.ucmo.edu/check**.
2. Using your browser, go to **courses.ucmo.edu**.
3. Click on the Blackboard icon.
4. Enter your UCM assigned Network username and password. You can find information regarding your Network ID and password on page 8.
5. Click "Login."
6. The first step is to personalize Blackboard by providing your preferred first name and making your email address visible to your instructor and fellow students.
7. From the "Tools" panel on the "Welcome" page, click on "Personal Settings > Edit Personal Information." Fill out the "Other Information" area if you wish, click "Submit" and then "OK."
8. Click on "Set Privacy Options." Make your email address available by clicking in the check box next to "Email Address." You can choose to make any of the other information public or not. Click "Submit," "OK" and then "OK."
9. You will also want to create your Blackboard profile. This is done from the global navigation menu in the upper right corner of the screen. A tutorial is available to assist you in this process.
10. Along the top of the window, you should see two tabs, "Welcome" and "My Community." The "Welcome" tab will be your starting point when using Blackboard. On the "Welcome" page you will have several modules displayed, "My Courses," "My Announcements," "My Calendar," etc.
11. The "My Courses" module lists all the courses in which you are enrolled. Please note your Blackboard section will not be accessible from your course list until your instructor makes it available to you. Please check with your instructor as to whether Blackboard will be used and when the section will become available.
12. Click on the name of a course from the "My Courses" module to access the course's Blackboard page. Upon entering the course, you will notice the course menu on the left side of the screen. Explore the links in the course menu. Any questions you have about where specific material or content is stored should be directed to your instructor.

(continued on page 8)

BLACKBOARD ONLINE **COURSE MANAGEMENT** (CONT.)

13. Help information for Blackboard can be found in several places. The Blackboard Student User Manual can be accessed in any course from "Tools > User Manual." Several help resources also are available on the Blackboard login page, which you can access from **courses.ucmo.edu**. You can also call **660-543-4357** or email **tsc@ucmo.edu** for help.

GENERAL EDUCATION **ASSESSMENT POLICY**

All UCM students are required to complete a General Education Assessment instrument as a condition for graduation. Teacher education majors will take the MoGEA as a condition for Full Admission to Teacher Education. Contact your academic advisor and Testing Services for more information. All other students take the GEA. **Students must test the semester after a total of 45 credit hours have been earned at any institution.** Additional information is available in the Office of Testing Services, Humphreys 216.

COMPUTER **IDs** AND **PASSWORDS**

New students will have three identifiers, each with an associated password, for UCM's computing systems:

A MyCentral ID, which is the same as your ID number	Example: 7001234567
A MyCentral password	Example: ArG123316%
A network username	Example: mxh12340
A network password	Example: aRg012205!

For questions regarding computer IDs and passwords, contact the Technology Support Center at 660-543-4357.
Your MyCentral identifiers allow access to course enrollment, grades, bills and other functions at **mycentral.ucmo.edu**. Your network identifiers allow access to network resources, email and the Blackboard course management system. Both the MyCentral password and the network password are initially set to a default value, which is a randomized default password. You will be required to change your default password to a complex password when you login to MyCentral for the first time.

For more information on student IDs and passwords, visit **ucmo.edu/ot**.

After you initially enroll in your classes, an email will be sent to your personal email account telling you that an official UCM email has been created for you. To determine what your email address is, log in to MyCentral and click on the "Network Password Change" tab. Follow the instructions in box three of that page to log in to your student email. You are responsible for information sent to your UCM email account. If you prefer to use another email system to process your messages, you may choose to forward your email to another email account. Instructions for forwarding your email can be found at **ucmo.edu/ot**.

CAN'T ACCESS YOUR EMAIL ACCOUNT?
The Technology Support Center is located in Ward Edwards 0800 (lower level). Staff members are available 24/7 to help you with problems logging into MyCentral, accessing your email and more. They may be reached by phone or email at 660-543-4357 or tsc@ucmo.edu. More information about technology support is available at **ucmo.edu/ot**.

STUDENT **LIFE**

Getting involved in campus life activities—whether it's an intramural dodgeball team or a Habitat for Humanity building project—takes your college experience from good to great. UCM encourages you to get inolved in one of our 220 student organizations, 30 intramural teams or 23 fraternities and sororities. Chances are you'll meet some great people and have fun along the way.

To find more involvement opportunities, visit **ucmo.edu/life**.

Week of Welcome

Aug. 16-22

Make new friends, get freebies, and make yourself at home. For updates and schedules, visit **ucmo.edu/wow**.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT **(FERPA)**

Under the Federal Privacy Act of 1974, students have the right to access their educational records, the right to request an amendment to those records and to have a hearing if the request is denied, the right to consent to disclosure of their information unless consent is not required by FERPA, and the right to file a complaint with the Family Policy Compliance Office. Students also have the right to suppress directory information.

DIRECTORY INFORMATION

Directory information is not generally considered harmful or an invasion of privacy if disclosed.

This includes, but is not limited to:

- Name, address, email address, telephone listing
- County, state or U.S. territory from which the student originally enrolled
- Major field of study
- Class (junior, senior, etc.)
- Enrollment status (full time, part time, etc.)
- Weight and height of members of athletic teams
- The most recent previous educational agency or institution attended by the student
- Honors information
- Field of study
- Date and place of birth
- Participation in officially recognized activities and sports
- Dates of attendance, degrees and awards

Directory information cannot include:

- Student identification numbers
- Social security numbers
- Ethnicity/race/nationality
- Gender
- Probation status
- Grades
- Courses enrolled in
- Hours earned

Grades and GPAs are not released to agencies or persons outside the university without the written consent of the student. Grades and GPA information are not given out over the telephone to anyone.

Students may authorize UCM to release information to their parents or family members regarding educational files, financial aid information or student accounts by completing the Authorization for Release of Information form located at **ucmo.edu/ferpa**. The university does not sell student information; however, unless a student requests in writing to the contrary, federal law permits the university to release directory information.

All questions regarding student rights should be directed to the Office of Student Experience and Engagement located in Administration 214.

STUDENT **ID CARDS**

As a new student, make sure you get your student ID card in Elliott Student Union 207A. You will need your ID in order to purchase textbooks at the University Store, borrow books from the library and for other important functions. University services that can be accessed through your student ID include bookstore and library services, meal plans, vending, laundry, copy services, gym access, free use of athletic equipment and free admission to athletic events. You must have a copy of your schedule, your 700 number and photo ID to obtain your student ID card. Picture-less ID cards are available. For more details, email **extcampus@ucmo.edu**.

BANK **SERVICES**

Bank services, offered through U.S. Bank, include savings and free checking accounts, access to ATMs conveniently located on campus as well as off campus, and debit services from local, regional and national merchants. Campus ATMs are located in the Elliott Student Union, Ellis Hall and the Ward Edwards Building.

IMMUNIZATION **POLICY**

Students born on or after Jan. 1, 1957, must comply with the MMR immunization policy, which requires two vaccines against measles and one against mumps and rubella. The first measles vaccine or combination measles/mumps/rubella vaccines must have been given at the age of 12 months or older. A second vaccine for measles or MMR must have been administered at least one month after the first one. A completed immunization form should be turned in to the University Health Center. A copy of an immunization record documenting the vaccine is required. The state of Missouri requires that all students living in university housing be informed about meningococcal disease and about the availability of a vaccine that can lower your risk of contracting the disease.

For more information go to **ucmo.edu/immunpolicy**.

HAVEN

The 2014 federal Campus Sexual Violence Act requires all new students to complete a sexual and interpersonal violence prevention education program. Haven fulfills this requirement. To complete Haven, visit your MyCentral account and select the appropriate link on the left side of the home page. Part one should be completed before classes begin, and will take about 45 minutes to complete. Information about part two will be sent via student email 45 days after completion of part one.

Learn more at **ucmo.edu/vsap**.

HOLDS ON **YOUR ACCOUNT**

You can check your hold(s) by logging into MyCentral. If you are unable to log into MyCentral, contact the Technology Support Center at 660-543-4357 or **tsc@ucmo.edu**.

Go to the "Student Services" tab, look in the "UCM Student Records" section, and click on "View Holds." Consult the "Who to Contact" link for contact information for the office(s) that placed a hold on your account. **Contact the office(s) that placed the hold(s) to learn how to resolve them**.

HAVING HOLDS REMOVED

You should plan to have your hold(s) removed prior to your enrollment access date. Your enrollment access date is determined by your earned credit hours, and it does not include the hours you currently have in progress. To ensure the best selection of courses, you are strongly encouraged to complete your enrollment on this day. Approximately 700 students register each day, so waiting even one day can make a big difference in your schedule.

To find out when you can enroll, go to **ucmo.edu/enroll**.

UNIVERSITY **STORE**

The University Store offers a wide variety of products including textbooks, miscellaneous books and magazines, UCM apparel and gifts, school supplies, art materials and gift cards. The store accepts cash, credit and debit cards, financial aid or UCM debit accounts with a valid photo ID. A student ID is required when paying with financial aid or a UCM debit account.

For more information, visit **ucmbookstore.com**.

MILITARY AND **VETERAN SERVICES**

UCM's Military and Veterans Success Center provides a safe, secure and supportive environment for you to transition to college life by connecting you with other military and veteran students, study groups, a computer lab and assistance from dedicated staff members. The center's staff offers assistance with your education, health care and job placement needs. Find helpful MVS resources at **ucmo.edu/vets**.

NON-TRADITIONAL **STUDENT SERVICES**

If you are married, a parent, a veteran or have a gap of more than five years since attending high school, you are considered a non-traditional student. Non-traditional students often have special concerns that differ from traditional students. Whether it's child care, schoolwork or financial assistance, non-traditional student services provide support and referral to address your special needs.

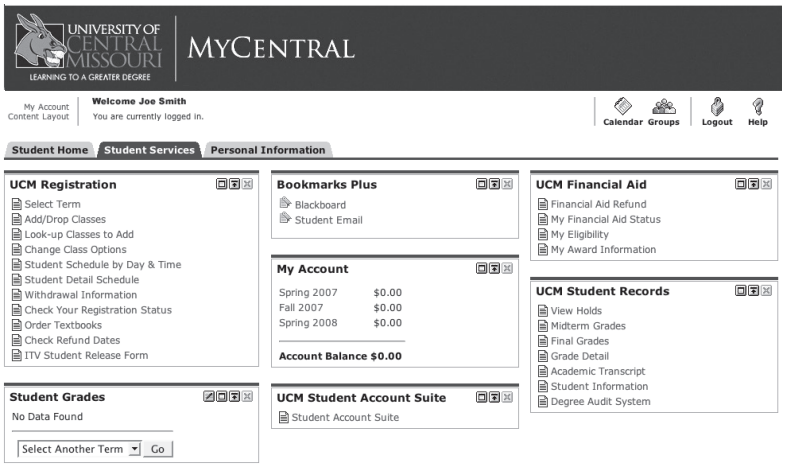
Information on scholarships, child care and student services can be found at **ucmo.edu/nontrad**. For more information, contact the Office of Student Activities at 660-543-4007.

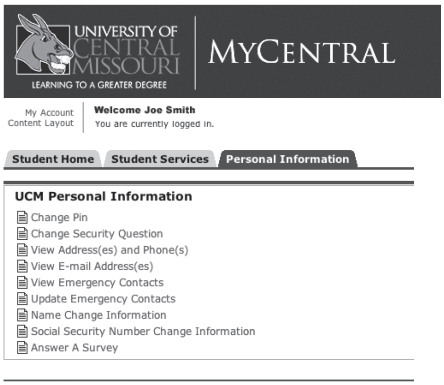
PAYING YOUR **BILL**

Registration for classes creates a legally binding financial obligation to pay tuition and fees according to official university policy. You are responsible for paying all charges incurred by your class enrollment, room and board choices, laboratory charges, materials used, department fines and other charges. Any financial assistance should be arranged prior to the beginning of classes through the Office of Student Financial Services.

The payment due date will first appear on a Statement of Account mailed to your permanent address. All other statements will be posted online with a notice sent to your student email address. Students in good financial standing may establish a budget payment plan online through the student portal.

If you have questions, please contact Student Financial Services at 660-543-8266 or **ucmo.edu/contactsfs**.





METHODS OF PAYMENT

Payment methods may be used to pay the charges on the student account. Options include:

1. Pay in person with cash, check or money order to the Office of Student Financial Services, Ward Edwards 1100. Payment by credit card, counter or starter check is not accepted. Checks that do not have preprinted personal information on them will not be accepted. A drop box located by the south door of the office is available for paying after hours. **Make checks payable to University of Central Missouri.**
2. Pay online with an approved Visa, MasterCard or Discover credit or debit card.
3. Pay by mail to University of Central Missouri, Office of Student Financial Services, Warrensburg, MO 64093.
4. Pay with pending federal financial aid and/or scholarships and awards, provided all necessary forms are completed with appropriate offices.
5. Pay by providing written authorization from companies, federal and state agencies, and other non-university organizations to the Office of Student Financial Services.

Checks issued to the University of Central Missouri will be electronically drafted from the customer's checking account. In the event that the transaction is returned unpaid, the customer agrees to have his/her account electronically drafted for a return check charge of $25 and the amount of the check. Items returned unpaid will be submitted for repayment the maximum times allowed by law.

ACADEMIC ADVISING
Gateway Advising and Major Exploration Center
Ward Edwards 1900
660-543-4721
ucmo.edu/gateway

College of Arts, Humanities, and Social Sciences
Martin 124
660-543-4814
ucmo.edu/cahss

College of Education
Lovinger 2160
660-543-4888
ucmo.edu/ced

College of Health, Science, and Technology
Administration 105
660-543-4554
ucmo.edu/chst

Harmon College of Business and Professional Studies
Ward Edwards 1600
660-543-8577
ucmo.edu/hcbps

ACCESSIBILITY SERVICES
Elliott Student Union 222
660-543-4421
ucmo.edu/access

CHILD CARE
Foster-Knox
660-543-4605
- 6 weeks to 10 years

Central Village
660-543-4793
- 6 weeks to 5 years

COMPUTER LABS
James C. Kirkpatrick Library
Elliott Student Union
Ward Edwards Building, secnd floor
Lovinger, fourth floor

COUNSELING CENTER
Humphreys 131
660-543-4060
ucmo.edu/cps
- Individual and group counseling
- Crisis intervention
- Outreach programming

DINING SERVICES
Ellis Complex L14
660-543-4012
ucmo.edu/dining
- On-campus food vendors
- Residence hall dining
- Union food court

EXTENDED STUDIES
Humphreys 410
660-543-4984
ucmo.edu/es

FERPA
ucmo.edu/ferpa

MENTORING, ADVOCACY AND PEER SUPPORT
Dockery 212
660-543-4156
ucmo.edu/maps
- One-on-one academic support
- Campus advocate

OFFICE OF ADMISSIONS
WDE 1400
660-543-4290
ucmo.edu/undergrad
- Articulation
- Final transcripts

OFFICE OF CAREER SERVICES
Ward Edwards 1200
660-543-4985
ucmo.edu/career
- Part-time job board
- Career development workshops
- One-on-one career counseling
- Mules-4-Hire
- Expos

OFFICE OF MILITARY AND VETERAN SERVICES
Elliott Student Union 117
660-543-8776
ucmo.edu/vets

OFFICE OF STUDENT ACTIVITIES
Elliott Student Union 217
660-543-4007
ucmo.edu/osa
- Student organizations
- Leadership programs
- Intramural sports
- Volunteer programs
- Non-traditional student services

PUBLIC SAFETY AND PARKING SERVICES
306 Broad St.
660-543-4098
ucmo.edu/ps/parking
- Parking permits
- Bicycle registration
- Safety services

RECREATION
Student Recreation and Wellness Center
660-543-8643
ucmo.edu/rec

Multipurpose Building
660-543-4063

Pertle Springs
660-543-4182

Elliott Student Union
660-543-4052
ucmo.edu/union

Intramural Sports
660-543-4007

STUDENT FINANCIAL SERVICES
Ward Edwards 1100
660-543-8266
ucmo.edu/sfs
- Free Application for Federal Student Aid
- Work-study
- Federal grants
- Student loan programs

Scholarships
Ward Edwards 1100
660-543-4541
ucmo.edu/scholarships
- Transfer
- Current students
- Foundation

STUDENT EXPERIENCE AND ENGAGEMENT
Administration 214
660-543-4114
ucmo.edu/student

STUDENT ID
Elliott Student Union 207A
660-543-4052
ucmo.edu/id

STUDENT SUCCESS CENTER
JCK Library 3150
660-543-8972
ucmo.edu/successcenter
- Course tutoring
- Individualized academic assistance

CLINICAL SERVICES AND CERTIFICATION
Lovinger 2170
660-543-4882
ucmo.edu/cert

STUDY ABROAD
Elliott Student Union 302
660-543-4195
ucmo.edu/studyabroad
- Exchange arrangements with universities in other countries
- Summer tours
- International internships and student teaching

TECHNOLOGY SUPPORT CENTER
Ward Edwards 0800
660-543-HELP
ucmo.edu/ot

- Blackboard
- WiFi
- Computer accounts

TESTING SERVICES
Humphreys 216
660-543-4919
ucmo.edu/testingservices
- Credit by examination
- Planned placement testing
- MoGEA/GEA testing
- Exit assessments
- National standardized tests (GRE, PRAXIS, LSAT)

TRIO-STUDENT SUPPORT SERVICES
Humphreys 119
660-543-4394
ucmo.edu/trio

THE WRITING CENTER
Humphreys 116
660-543-4367
ucmo.edu/ae/writing

UCM – LEE'S SUMMIT
850 NW Chipman Road, Door 54
Lee's Summit, MO 64063
660-543-8228, 816-347-1612
ucmo.edu/summit

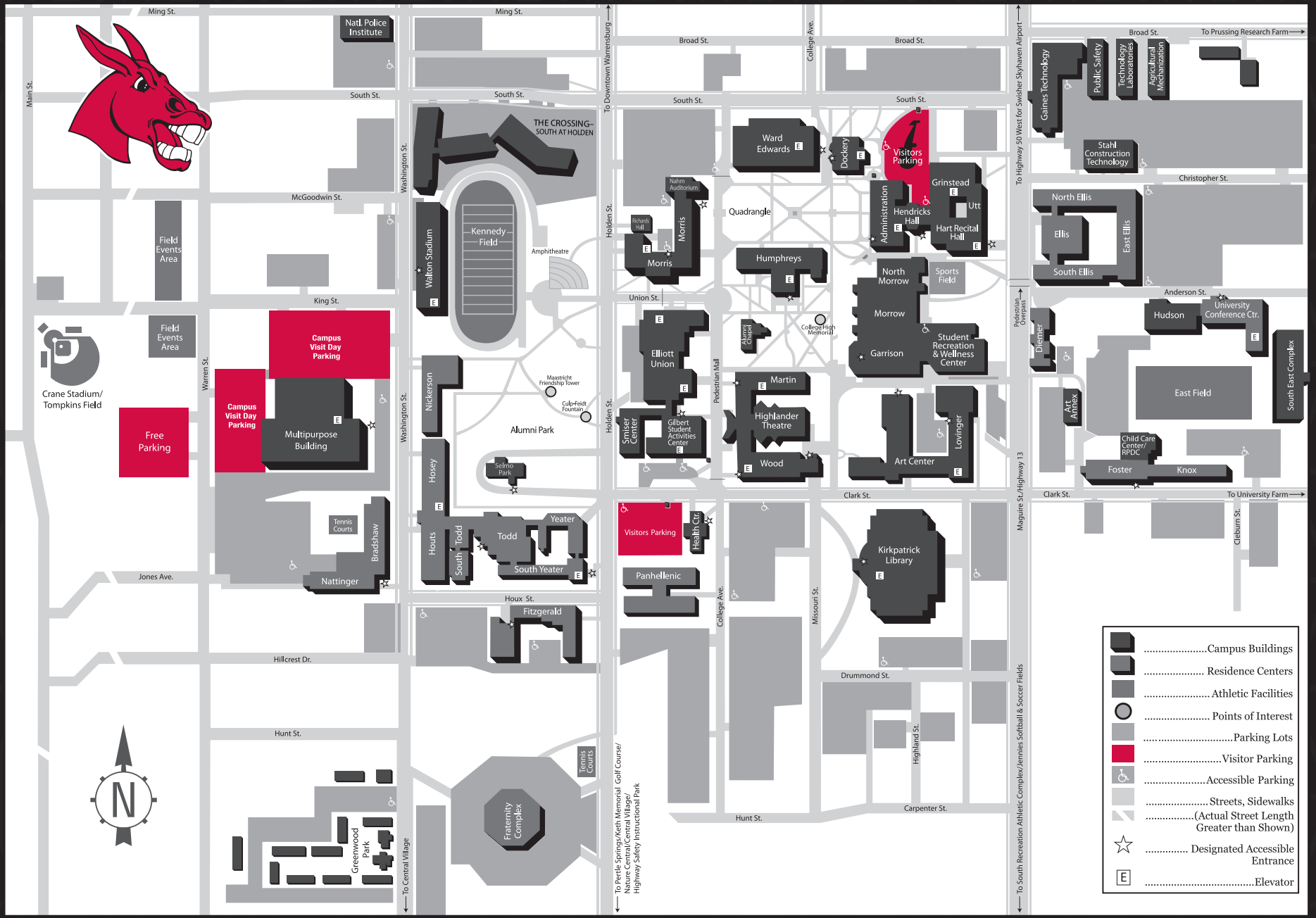
UNIVERSITY HEALTH CENTER
108 East Clark St.
660-543-4770
ucmo.edu/uhc
- Student health insurance available
- Medical care
- Health education
- Wellness and prevention services
- Immunizations

UNIVERSITY HOUSING
Ellis Complex L23
660-543-4515
ucmo.edu/housing
- Residence halls
- Married/family housing
- Apartments
- Fraternity and sorority life
- Meal plans

UNIVERSITY STORE/ UNION STATION
Elliott Student Union, lower level
660-543-4370
ucmbookstore.com

NOTES

UCM CAMPUS MAP



AC	Art Center
AMT	Agricultural Mechanics Technology
APT	Swisher Airport
ARA	Art Annex
COT	Stahl Construction Technology Building
D	Alexander M. Dockery Building
G	Grinstead Building
GAR	Garrison Building
HUM	Humphreys Building
JCKL	James C. Kirkpatrick Library
LOV	Warren C. Lovinger Building
M	Walter H. Morrow Building
MAR	Martin Building
MPB	Multipurpose Building
NM	North Morrow
SM	South Morrow
TEC	Technologies Laboratory Building
TRG	T. R. Gaines Technology Complex
UN	Ed Elliott Student Union
UTA	Utt Annex
UTT	Paul R. Utt Building
WCM	Wilson C. Morris Building
WD	Wood Building
WDE	Ward Edwards Building